

RESOLUTION NO. 2006-214

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ROCKLIN ADOPTING RULES, REGULATIONS,
BENEFITS AND POLICIES RELATING TO EMPLOYEE RELATIONS BETWEEN
THE MANAGEMENT EMPLOYEES AND THE CITY AND
REPEALING RESOLUTION NO. 2005-210
AS AMENDED BY RESOLUTION NO. 2006-162

The City Council of the City of Rocklin does resolve as follows:

Section 1. Resolution No. 2005-210, as Amended by Resolution No. 2006-162 is hereby repealed.

Section 2. The following rules, regulations, benefits and policies shall govern the terms and conditions of employment for the Management Employees of the City:

1. Intent

This resolution shall be the policy of administering the employee relations between the City of Rocklin, hereafter the "City" and the Management Employees of the City, as those positions are identified in Exhibit A. All previous resolutions of the City Council in regard to salaries and benefits for Management Employees are hereby expressly superseded.

2. Duration and Successor Resolutions

This resolution shall become effective as of July 1, 2006 and shall remain in effect through June 30, 2007 and for each fiscal year thereafter, until or unless said resolution shall be repealed or modified by the City Council.

3. Employee Rights

The provisions of this resolution shall be applied equally to all Management employees without favor or discrimination because of race; color; creed; age; sex; marital status; national origin; ancestry; political or religious opinions or affiliations; or physical or mental disability.

4. Compensation

Salaries for the employees covered by this resolution shall be according to the form attached hereto as Exhibit A and by this reference incorporated herein. Management employees are exempt from the overtime requirements of the Fair Labor Standards Act (FLSA) and are not eligible for overtime pay.

When a Battalion Chief-Prevention or Battalion Chief-Administration/Training is assigned to cover for a Battalion Chief-Line, the incumbent will be paid operational pay at their hourly rate for all hours worked in the capacity of Battalion Chief-Line which exceeds their normal shift. These hours shall be noted on their timesheet and the timesheet shall be signed by the Fire Chief.

The City has adopted the twenty-eight-(28) day work period for safety employees subject to the FLSA. This was adopted pursuant to Section 207(k) of the Code. This applies to Battalion Chief-Line only, as outlined below.

A. Premium Pay (Battalion Chief-Line only)

Under the twenty-four (24) hour shift schedule outlined under C. Hours of Work below, the hours scheduled to be worked in each work period will vary between two hundred sixteen (216) and two hundred forty (240) hours. Overtime premium pay at one-half the regular rate will be paid for all hours worked in excess of two hundred twelve (212) hours in the work period. All time in paid status, with the exception of overtime, will be used to reach the two hundred twelve (212) hour threshold. The premium pay shall be calculated and paid once every four (4) weeks with the pay period following the end of the work period. Credit for hours worked during a voluntary shift trade will be given to the employee originally assigned to the shift. If a different schedule is agreed to as a result of the meet and confer process between the Rocklin Firefighter's Union Local 3847 and the City, Battalion Chief-Line will still receive overtime premium pay at one-half the regular rate for all hours worked in excess of two hundred twelve (212) hours in the work period.

B. Overtime Pay (Battalion Chief-Line only)

1. Overtime hours shall be defined as hours worked in excess of the regular schedule. Overtime hours may include:

- a. Shift extension (before or after shift)
- b. Extra shift assignment
- c. Special assignment

Overtime hours will not be paid for voluntary shift trades.

Overtime hours shall be paid at the rate of one and one-half (1.5) times the regular rate. Overtime shall be paid for all time worked while assigned to work in accordance with a, b, or c, above. Overtime hours shall be paid with the pay period in which it was earned.

C. Hours of Work (Battalion Chief-Line only)

1. Battalion Chief-Line are assigned to twenty-four (24) hour shifts scheduled as follows unless a different schedule is agreed to as a result of the

meet and confer process between the Rocklin Firefighter's Union Local 3847 and the City:

24 hours on duty
24 hours off duty
24 hours on duty
24 hours off duty
24 hours on duty
96 hours off duty

2. The twenty-four (24) hour shift will begin at 8:00 AM and will continue until 8:00 AM the following morning.

5. Insurance and Retirement Benefits

Insurance and retirement benefits shall be provided according to Exhibit B attached hereto and by this reference incorporated herein.

6. Vacation

For all Management employees except Battalion Chief-Line and Department Directors

An employee is not eligible to use vacation leave until he/she has completed six (6) months of service. Employees on a less than full time work schedule will accrue vacation on a prorated basis. Full time employees, except Battalion Chief-Line and Department Directors, will accrue vacation as outlined below.

<u>Year</u>	<u>Days/year</u>	<u>Maximum Accrual</u>
1	12 (1 day per month)	25 days
2	13 (1.083 days per month)	25 days
3	14 (1.1667 days per month)	25 days
4	15 (1.25 days per month)	25 days
5	17 (1.41667 days per month)	25 days
10	20 (1.667 days per month)	25 days
15	22 (1.833 days per month)	27.5 days
20	24 (2 days per month)	30 days

A. Excess leave accrued but not used by December 1 will be cashed out at the employee's base rate and paid to the employee in the pay period following the pay period which includes December 1. The City reserves the right to require the employee to take time off to reduce the accrued leave to the maximum accrual in lieu of making a cash payment. If the City exercises its right to require the time off, the employee must be allowed thirty (30) days to make arrangements.

B. After the first year of service, each employee must take one vacation period of no less than five (5) consecutive workdays during a calendar year. When an employee is carrying the maximum accumulation, they shall be required to take a minimum of ten vacation and/or management leave days each year.

C. The City Manager shall have the authority to grant up to five (5) additional days of vacation annually (to equal a maximum of 17 days of each year) to any individual in any Management Unit position during their first four (4) years of service with the City. The City Manager shall also have the authority to credit five (5) days of vacation from the first year's accrual as of the first day of employment.

For Department Directors only

D. All Department Directors shall be entitled to no less than twenty (20) days (1.667 days per month) of vacation per year, regardless of their date of hire.

For Battalion Chief-Line only

Vacations shall be requested in accordance with Fire Department guidelines and scheduled subject to approval by the Fire Chief. The Chief may set forth a schedule for each employee so as to ensure the City the level of staffing required to carry out its work program. After initial employment, an employee must work twelve (12) continuous months before becoming eligible for vacation time off.

Vacation accrual is based on the regularly assigned work hours, exclusive of overtime. Battalion Chief-Line will accrue vacation as follows:

<u>Years of Service</u>	<u>Hours/year</u>	<u>Hours/pay period</u>	<u>Maximum Accrual</u>
0 – 1	178	6.8462	200 hours
1 – 2	213	8.1923	240 hours
2 – 3	224	8.6154	260 hours
3 – 4	235	9.0385	280 hours
5	258	9.9231	300 hours
10	291	11.1923	340 hours
15	315	12.1154	340 hours

Cash Out (Battalion Chief-Line only)

Hours accrued beyond the maximum accrual allowed that are not used by the last full pay period in October will be cashed out at the employee's base hourly rate and paid

to the employee in the following pay period. "Base Rate" is defined as the employee's hourly rate, with no additional incentives.

The City reserves the right to require the employee to take time off to reduce the accrued hours to the maximum accrual in lieu of making a cash payment. If the City exercises its right to require the time off, the employee must be allowed thirty (30) days to make arrangements

7. Sick Leave

Full time employees, except Battalion Chief-Line, shall accrue up to twelve (12) sick leave days per year, at the rate of one day per month of service. Battalion Chief-Line shall accrue up to one hundred forty-four (144) hours of sick leave per year, at a rate of .049446 multiplied by the first one hundred twelve (112) hours in paid status in a pay period, with the exception of overtime.

Employees may use sick leave only with the approval of the Human Resources Manager during their first six (6) months of service. Management employees shall have the right of unlimited accumulation of sick leave. This article supersedes that Section of the City of Rocklin Personnel Rules entitled "Sick Leave."

Upon termination of employment in good standing, the accumulated sick leave shall be sold back as follows:

<u>Total Accumulated Sick Leave</u>	<u>Buyout Rate</u>
0 – 29 days	0%
30 – 39 days	10%
40 – 49 days	20%
50 – 59 days	30%
60 – 69 days	40%
70 days or more	50%

The formula for the buyback shall be: Total accumulated days multiplied by the current hourly rate in effect at the date of separation multiplied by the buyout rate from the chart above.

Upon retirement, an employee may choose to 1) convert his/her total sick leave to service credit; or 2) sell back his/her sick leave under the schedule noted above. The sick leave remaining after the buyout will be converted to service credit under Section 20965, "Credit for Unused Sick Leave", of the City's contract with the State of California Public Employees Retirement System (PERS).

Sick leave may be used in the event of one of the following circumstances:

- A. Actual illness or injury of the employee;

B. The employee's exposure to a contagious disease;

C. Medical or dental appointments of employee and employee's immediate family members when such appointments cannot be arranged during off-duty hours and when the employee's presence is required;

D. Where the employee's medical attention to an immediate family member is required and the illness/injury does not meet the criteria of the California Family Rights Act (CFRA) or the Family Medical Leave Act (FMLA). Immediate family is defined as the employee's mother, father, spouse, child, or any person living in the employee's immediate household.

Coordination of Sick Leave and Disability Benefits: Sick leave benefits and benefits received by an employee under the Workers Compensation Law for a work related injury or under the State Disability Insurance Law for a non-work related injury shall be integrated as follows:

A. An employee who sustains a non-work related injury or illness and who receives State Disability Insurance (SDI) benefits shall:

1. If he/she has accumulated sick leave, be treated as on sick leave; and
2. Receive full salary, which shall be a combination of compensation from the City and SDI.
3. When sick leave benefits are exhausted he/she shall only receive SDI to the extent permitted by law.
4. During such period, sick leave shall be deducted from the employee's accumulated sick leave in the same ratio as the City portion of compensation bears to total compensation.

B. A non-safety employee injured on duty who is receiving Workers Compensation benefits shall be treated in the same manner as an employee receiving SDI as set forth in paragraph A. above.

C. An employee who is entitled to a disability retirement (either at his/her own request or as a result of City action) under PERS shall not be entitled to use sick leave to defer the effective date of retirement as provided by Government Code Section 21025.2.

8. Holidays

For all Management employees except Battalion Chief-Line

During the term of this MOU, the City will recognize the holidays as hereby specified. This article supersedes that Section of the City of Rocklin Personnel Rules entitled "Holidays."

New Year's Day	January 1
Martin Luther King Day	Designated Monday
President's Day	Designated Monday
Memorial Day	Designated Monday
Independence Day	July 4
Labor Day	Designated Monday
Veteran's Day	November 11
Thanksgiving	Designated Thursday
Thanksgiving Friday	Designated Friday
Christmas Day	December 25
Floating Holiday	Two days each calendar year

Holidays occurring on a Saturday will be observed on the preceding Friday. Holidays occurring on a Sunday will be observed on the succeeding Monday.

Floating Holidays

Floating holidays must be scheduled by the employee and approved by his/her supervisor at least forty-eight (48) hours in advance. Floating holidays must be taken in full day increments. A floating holiday may not be carried over from one calendar year to another. Employees may not elect pay in lieu of taking a floating holiday, and floating holidays may not be converted to cash upon termination. To be eligible for a floating holiday, an employee must have been actively at work for the six (6) months immediately preceding the requested holiday.

For Battalion Chief-Line only

Battalion Chief-Line will be credited with ninety-six (96) holiday hours at the beginning of each calendar year. Employees may schedule holiday time off in accordance with Department procedures. Hours accrued but not used by the last full pay period in October each year will be cashed out at the employee's base hourly rate and paid to the employee in the following pay period. "Base hourly rate" is defined as the employee's hourly rate, with no additional incentives.

Accrual and Payoff (Battalion Chief-Line only)

A. Individuals who are not employed for the full calendar year shall accrue holiday hours at the rate of eight (8) hours per month. If the date of hire falls between the

1st and 15th day of the month, they will be credited with the full eight (8) hours for that month and each succeeding month during the calendar year. If the date of hire falls between the 16th and the last day of the month, they will be credited with four (4) hours for that month and eight (8) hours for each succeeding month during the calendar year.

B. Individuals who leave employment with the City prior to the end of the calendar year shall be paid holiday hours at the rate of eight (8) hours for each full month of employment. Partial months of employment will be credited as follows: If the date of termination falls between the 16th and the last day of the month, they will be credited with the full eight (8) hours for that month. If the date of termination falls between the 1st and the 15th day of the month, they will be credited with four (4) hours for that month.

9. Holiday Furlough

The City may schedule a voluntary work furlough between the Christmas and New Year's holidays each year. The establishment of such a furlough will be at the City's sole discretion.

A. By April 1 of each year employees will be notified if and when the furlough is scheduled.

B. By October 1 of each year that a furlough is scheduled, holiday furlough forms shall be distributed to employees for responses as to whether or not they plan to participate in the furlough.

C. By November 1 of each year that a furlough is scheduled, supervisors will notify those employees who will be required to work during the furlough.

10. Management Leave

This Article does not apply to Battalion Chief-Line.

A significant amount of skill, effort and devotion is required to be successful in a management position. In recognition of this, Management Leave is granted as part of the total management compensation package. Staff assigned to a Management classification are expected to devote the time necessary to successfully perform the position's responsibilities and to accomplish established goals. Attendance at after-hours meetings or community gatherings is frequently required of management positions. Further, staff assigned to management positions frequently spend personal time doing work related tasks. The compensation established for Management classifications is not affected by the amount of time required, on an individual basis, for successful performance. Full time management positions will typically require a minimum of eighty (80) hours per bi-weekly pay period.

Management personnel below the Director level may schedule their time as needed to meet the service needs of their division subject to review and concurrence by

the Department Director, Division Manager or Chief. Directors may schedule their time as needed to fulfill their management role in the department and any inter-departmental responsibilities that may be assigned. This schedule shall be subject to the review and concurrence by the City Manager.

Management employees shall be eligible for forty (40) hours of management leave each fiscal year. Such leave shall be scheduled with the concurrence of the employee's immediate supervisor.

Department Directors may request additional days of management leave for management employees whose job duties require extraordinary efforts beyond that normally expected of a management level employee. The City Manager may or may not approve the additional management leave, in his/her sole discretion.

Management employees shall be credited with and have available for use the number of days as established above as of July 1 each year. Should any employee be hired or promoted into a management position after July 1, they shall be credited with a prorated amount of management leave for the balance of the fiscal year. Upon resignation or other termination of employment in good standing, the employee shall receive a prorated amount of unused management leave on the books as of the date the resignation is submitted or the other termination is effected based on the portion of the fiscal year actually worked.

Management leave shall not be cumulative from year to year and may not be cashed out in-lieu of use except on leaving the employment of the City, as above.

11. Bereavement Leave

Each employee will be eligible for up to three (3) working days of bereavement leave for purposes of bereavement following the death of a relative or domestic partner. If an employee requests additional time off for bereavement, an additional two (2) days may be charged to accrued sick leave.

Relatives Covered:

Spouse (including common law)	Son
Father	Daughter
Mother	Sister
Father-in-law	Brother
Mother-in-law	Grandchildren
Grandfather	Grandmother

The following step/foster relationships are covered:

Mother	Daughter
Father	Sister
Son	Brother
Grandfather	Grandmother

Bereavement leave is also available following the death of any child, close relative, or domestic partner who resided with the employee at the time of death.

The employee shall notify his/her supervisor as soon as possible (but no later than the beginning of the next workday) of the occurrence requiring bereavement leave and shall provide documentation, if requested, to support the request. Such leave must commence not later than 24 hours following the notification to the City and must be taken consecutively.

The five-day limit will apply to all deaths that occur simultaneously.

12. Maternity Leave

The City will provide up to four (4) months of unpaid leave to female employees for pregnancy-related disability, in accordance with Govt. Code Section 12945(b)(2). Leave for pregnancy-related disability will run concurrently with the Federal Family and Medical Leave Act (FMLA). The employee may use accrued vacation and sick leave to cover the period of her disability leave which would otherwise be unpaid. Any accrued vacation leave, sick leave, and management leave must be exhausted before an employee's unpaid leave begins, except as provided below.

During the period of her disability, an employee's paid leave will be integrated with any State Disability benefits she may receive.

An employee may retain up to five (5) days of accrued vacation leave for use upon her return from maternity leave. The retained vacation leave may be used for purposes of sick leave and medical appointments for the employee and her dependents for a period of six (6) months after her return from maternity leave.

An employee may request to use family leave to extend her maternity leave as follows:

A. Upon recovery from her pregnancy-related disability, an employee may request up to twelve (12) weeks bonding leave under the terms and conditions of Article 13, Family Care and Medical Leave, and the California Family Rights Act (CFRA). Bonding leave must be taken in increments of two (2) weeks or more.

B. An employee, who has not recovered from her pregnancy-related disability upon expiration of the four-(4) months to which she is entitled under Govt. Code Section 12945 (b) (2), may request up to twelve (12) weeks of family leave to

recover from her disability. This leave may be granted under the terms and conditions of CFRA.

An employee who has not recovered from her pregnancy-related disability at the expiration of the twelve (12) weeks of Family Care and Medical Leave, may request an extension of her leave of absence for an additional ninety (90) days under the terms and conditions of Article 14, Leave of Absence Without Pay. The City may grant the extension, if conditions warrant such an extension.

Except where specifically stated in this section, Maternity leave will be governed by the terms and conditions of Article 14, Leave of Absence Without Pay.

13. Family Care and Medical Leave

An employee shall be eligible to take leave for up to twelve (12) weeks each twelve month period for personal or family illness, or following the birth or adoption of his/her child in accordance with the California Family Rights Act (CFRA) (Government Code Section 12945.2) and the Federal Family and Medical Leave Act (FMLA) (Title 29, Part 825, Code of Federal Regulations).

An employee who is in unpaid status during a Family Care & Medical Leave will suffer no break in service for purposes of determining seniority under the Personnel Rules of the City of Rocklin.

The City reserves the right to transfer an employee who is taking intermittent Family Care & Medical Leave for medical treatment when it is determined to be in the best interest of the City that the functions of the affected position be performed on a full-time basis. The position to which the employee is transferred must be comparable to the employee's regular position and the employee will be returned to their original position on completion of their treatment, subject only to their being capable of performing all of the major elements of the job.

The City may require the employee to utilize all accrued sick leave, vacation, management leave and floating holidays to cover the period which otherwise would be unpaid. If the employee chooses, they may reserve five (5) days of accrued vacation leave for use upon their return from an extended period of Family Care & Medical Leave.

A. "Extended Period" is defined as an absence of two (2) weeks or more.

B. If all other leave is exhausted at the expiration of the Family Care & Medical Leave, an employee may use the reserved vacation leave for purposes of sick leave and medical appointments for the employee and his/her dependents for a period of three (3) months after his/her return from Family Care and Medical Leave.

C. Accrued leave will be coordinated with Disability or Workers Comp benefits as appropriate.

14. Leave of Absence Without Pay

This article supersedes that Section of the City of Rocklin Personnel Rules entitled "Leave of Absence Without Pay." Leave of absence without pay may be granted to any employee with the approval of the City Manager or his/her designee for the following purposes:

A. Illness beyond that covered by sick leave and Family Care and Medical Leave.

B. Other personal reasons which do not impair the effectiveness of the City.

1. To be eligible for a leave of absence for personal reasons, an employee must be in good standing, and have received no disciplinary actions in the 12 months prior to the request.

2. Terms and conditions of the leave shall be specified in writing.

Duration: Leave of absence for any of the above reasons may be granted for a period not to exceed ninety (90) days. At the request of the employee, the City Manager may extend a leave of absence for the purposes specified in A and B above by an additional ninety (90) days, if conditions warrant such an extension.

Revocation of Leave of Absence: A leave of absence may be revoked by the City Manager upon evidence that the cause for granting the leave of absence was misrepresented or has ceased to exist.

Reinstatement Upon Termination of Leave of Absence: Upon the expiration of the leave of absence, the employee shall be reinstated to his/her former position, if available, or an equivalent position.

Non-Qualifying Service: Leave of absence shall not be counted as qualifying service for the purposes of accruing vacation, sick leave, and merit salary adjustments. An employee on unpaid leave who has exhausted his/her maintenance of benefits extension granted under FMLA and CFRA may maintain health, dental, vision, LTD and life insurance policies by remitting full monthly premium payments to the City or the individual carriers if so directed by the City. The City will pay no portion of such premium while the employee is on unpaid leave.

Vacation/Management Leave: All accrued vacation and management leave must be used prior to the effective date of leave of absence without pay.

15. Professional Development and Memberships

A. Each Management employee shall have available funds in the amount of \$1,000.00 each fiscal year to be used for professional memberships, seminars, and classes related to professional development or membership and participation in community organizations as a City representative. A manager may also choose to use part of the funds for the costs associated with internet charges, additional phone lines, and/or modems for his/her home computer, provided the manager is using these items for the conduct of City business.

B. Each such expenditure must be budgeted and is subject to Department Director approval. For Department Directors, each expenditure must have City Manager approval.

C. Any funds not expended for such professional development in any fiscal year may not be carried to the succeeding fiscal year unless the carryover is part of a professional development plan approved by the City Manager.

16. Deferred Compensation

The City will contribute up to \$300.00 per month in matching funds for all Management employees who participate in a City-sponsored deferred compensation program. Less than full-time employees will receive a proportionate benefit.

The City will contribute \$200.00 per month (no match required) for all non-safety Management employees and \$400.00 per month (no match required) for all non-safety Department Directors to a City-sponsored deferred compensation program. Less than full-time employees will receive a proportionate benefit. If any type of "health savings account" becomes available under our benefits program, employees could direct these funds to that account.

17. Separability

If any provision of this Resolution or if the application of such provision to any person or circumstances shall be held invalid, the remainder of this Resolution or the application of such provision to persons or circumstances other than those as to which it is held invalid shall not be affected thereby.

PASSED AND ADOPTED this 27th day of June, 2006, by the following roll call vote:

AYES: Councilmembers: Lund, Storey, Hill, Yorde, Magnuson

NOES: Councilmembers: None

ABSENT: Councilmembers: None

ABSTAIN: Councilmembers: None

George Magnuson, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

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EXHIBIT A
CITY OF ROCKLIN
2006/2007 MANAGEMENT SALARY SCHEDULE

<u>Classification</u>	<u>Range</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
Administrative Analyst Human Resources Analyst	7	4812	5052	5305	5570	5848	6141
Sr. Administrative Analyst Sr. Human Resources Analyst Systems Administrator Website Administrator	11	5312	5576	5856	6148	6456	6778
Bldg. Inspection Services Mgr. City Clerk Housing Coordinator Information Technology Operations Supervisor Management Analyst Police Records and Communication Manager Senior Planner	15	5863	6156	6463	6787	7127	7482
Senior Engineer	17	6159	6467	6791	7131	7487	7861
Operations Manager - Fleet Operations Manager - Parks & Facilities Operations Manager - Public Works Recreation Superintendent	19	6472	6795	7135	7491	7866	8260
Chief Building/Code Enf. Official Deputy City Attorney Information Technology Manager	22	6969	7317	7683	8067	8471	8894
Battalion Chief – Administration/Training Battalion Chief – Line Battalion Chief - Prevention Police Lieutenant	23	7143	7501	7875	8269	8683	9117
Chief Financial Officer Development Services Manager Human Resources Mgr/Dep. City Atty.	26	7692	8077	8481	8904	9350	9818
City Engineer Police Captain	29	8284	8698	9133	9589	10069	10573

<u>Classification</u>	<u>Range</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
Director of Administrative Services Director of Community Development Director of Comm. Services & Facilities Director of Public Works Fire Chief	34	9372	9841	10333	10850	11392	11961
Asst. City Mgr/Econ & Redevel. Manager Police Chief	37	10093	10598	11127	11684	12268	12881

EXHIBIT B
CITY OF ROCKLIN
INSURANCE AND RETIREMENT BENEFITS
MANAGEMENT EMPLOYEES

I. Policy

A. The City of Rocklin will provide insurance benefits covering medical, dental, vision, long-term disability, and life and accidental death and dismemberment for those employees and dependents who are qualified in accordance with plan specifications.

B. Selection of Carriers

The employee shall choose their medical insurance plan from those plans made available in this geographic area through Health Benefits Division of the Public Employees Retirement System (PERS). The dental, vision, long-term disability, and life and AD&D insurance plans shall be selected by the City. The City reserves the right to change carriers at any time, provided that the plan benefits to employees are substantially the same or better.

II. Benefits

A. Medical and Health Insurance

The City will pay up to the full monthly cost for the family coverage for the lowest cost medical insurance plus the PERS administrative charges imposed for medical plan processing plus \$10.00. The employee will pay any costs that exceed the City's fixed contribution for medical insurance.

Effective January 1, 2007 the City will contribute a maximum of \$973.00 per month towards the cost of medical insurance.

Effective January 1, 2008 the City will contribute a maximum of \$1,013.00 per month towards the cost of medical insurance.

Effective January 1, 2009 the City will contribute a maximum of \$1,053.00 per month towards the cost of medical insurance

Effective January 1, 2010 the City will contribute a maximum of \$1,093.00 per month towards the cost of medical insurance

If another unit in the City negotiates a higher fixed contribution towards medical insurance during the term of this MOU, the Management Unit will receive the same higher contribution.

B. Dental Insurance

The City shall pay the entire premium for family coverage under the dental plan.

C. Life and Accidental Death and Dismemberment Insurance

The City shall provide life insurance on each Management employee in the amount of \$200,000 of basic life plus \$200,000 accidental death and dismemberment insurance. Employees will be responsible for any tax liability incurred as a result of the premiums paid by the City for these benefits.

D. Long-Term Disability Insurance

The City shall provide each Management employee with long-term disability coverage at sixty percent (60%) of their salary up to a maximum benefit of \$6,000 per month with a ninety (90) day waiting period.

E. Vision Insurance

The City shall pay the entire premium for family coverage under the vision plan.

III. Health Coverage Reduction Incentive

A. Each Management employee is eligible for full family coverage for health insurance. Should an employee require less than full family coverage, he/she is eligible to participate in the cost savings with the City.

B. Employees who participate in the program must continue to maintain their coverage in the City's dental, vision, life and AD&D, and long term disability plans. Participation in these plans is required for all employees ("Required Coverage – Employee Only").

C. Employees who choose to decline the City's health coverage must provide certification of other coverage. This certification must be filed with the Human Resources office.

D. Participants in the program will receive their share of the cost savings as taxable income.

E. Participants in the program will receive benefits as follows:

Family Coverage for dental & vision – no health	\$225/month
Required Coverage – Employee only	\$250/month
Full coverage for employee and 1 dependent	\$75/month
Full coverage – employee only	\$175/month

IV. Retirement Benefits

A. The City will maintain membership and continue to contract with the State of California Public Employees Retirement System (PERS) for the 2% @ 55 plan for non-safety employees and the 3% @ 50 plan for safety employees, with the following plan options:

- 1959 Survivors' Benefit, Third Option, Section 21573 (Sworn Fire Management only)
- 1959 Survivors' Benefit, Fourth Option, Section 21574 (all others excluding Sworn Fire Management)
- Credit for Unused Sick Leave, Section 20965
- One Year Final Compensation, Section 20042 (Fire Management not effective until 2/1/07)

B. The City shall contribute the entire employee's normal CalPERS member contribution (7% for Miscellaneous members, 9% for Public Safety members).

C. The City agrees to implement Government Code Section 20636(c)(4) pursuant to Section 20691, which provides for the normal CalPERS member contributions to be paid by the City, and reported as additional compensation. This benefit shall consist of paying 7% of the normal contribution for Miscellaneous members and 9% of the normal contribution for Safety members as employer paid member contribution (EPMC) and reporting the same percent (value) of compensation earnable (excluding Government Code Section 20636(c)(4)) as additional compensation.

V. Other Benefits

A. State Disability Insurance

The City shall pay the employee's contribution for State Disability Insurance.

B. Flexible Spending Plan

The City will make available to employees a Flexible Spending Plan established pursuant to IRS Section 125. The plan allows eligible employees to set aside up to four

thousand dollars (\$4,000.00) per year pre-tax income to pay for costs associated with health insurance premiums and health costs not covered under the benefits plan. The plan also allows the employees to set aside pre-tax income to pay the costs of child care and adult dependent care. Employees may choose to enroll in this plan each December for the coming calendar year. Participants in the plan must pay the monthly administrative cost by authorizing biweekly payroll deductions.

The City reserves the right to change carriers at any time, provided that plan benefits to employees are substantially the same or better.

VI. Retiree Health Benefits

To be eligible to receive post-retirement health benefits, an employee must complete at least five (5) years of PERS-credited service with the City of Rocklin. Employees who retire from the City of Rocklin after meeting the service requirement stated above and who have at least ten (10) years of PERS-credited service will receive a City contribution towards their post-retirement health benefits as follows:

<u>Total Credited Years of Service</u>	<u>% of City Contribution</u>
10	50 %
11	55
12	60
13	65
14	70
15	75
16	80
17	85
18	90
19	95
20 +	100

Employees who have PERS-credited service through other public agencies must complete at least five (5) years of service with the City of Rocklin and retire from the City of Rocklin to be eligible for post-retirement health benefits. However, once an employee has completed five (5) years of service with the City of Rocklin, their eligibility for post-retirement health benefits will include all years of PERS-credited service.

The vesting requirements for post-retirement health benefits became effective May 1, 2003. Employees hired on or after May 1, 2003 shall be subject to the above post-retirement vesting schedule for health benefits. Employees hired prior to May 1, 2003 that qualify for post-retirement health benefits shall qualify for such benefits based on rules in effect prior to May 1, 2003, i.e. an employee that retires from the City of

Rocklin and is eligible for PERS service retirement shall receive a City contribution towards their post-retirement health benefits at the same level as full-time regular employees.